

Date 2025-09-13
Time 10:30 AM - 11:30 AM
Location
Present Miranda - CCI Support CEO, Fiona Charlton - President, Bronwyn – CCI Support Treasurer, Alan Withy, David Harris, Thérèse Jeffs, Peter Gregory, members of CCI Support and members of the public
Note Taker Miranda - CCI Support CEO

Agenda

1 - SGM - Welcome

The meeting was chaired by Fiona Charlton.
Haere mai, Tēnā tātou katoa. Welcome hello everyone. Thank you for joining us today. Kia ora. Ko Fiona Charlton torku ee nor ah. Ko ahau te perehitini o Complex Chronic Illness Support. Hello. My name is Fiona Charlton. I am the president of CCI Support.

Fiona declared that a quorum was present and opened the Special General Meeting at 10:30 AM with a Karakia.

Whāia te mātauranga hei oranga mō koutou
Seek knowledge for the sake of your wellbeing

Fiona addressed housekeeping matters, including the recording of the meeting for accurate minutes and the recording of attendees' names. Board members present were Bronwyn McRostie, Alan Withy, David Harris, Therese Jeffs, and Fiona Charlton. No apologies or conflicts of interest were received.

The members and non-members present were noted, a list of members/guests is at the end of the document.

2 - SGM - Adoption of the amended Constitution

The new Constitution was proposed for adoption, with the only change being the reversion of the term 'Executive Committee' back to 'Board'.

Fiona proposed the adoption of the new Constitution and Alan Withy seconded the proposal. The resolution was moved to a vote, and all members voted in favour of adopting the new Constitution. The resolution was passed unanimously, and the new Constitution took effect immediately, replacing the previous version.

Anna Stevens provided positive feedback on the clarity and quality of the Constitution.

3 - SGM - Closure of the Meeting

Fiona Charlton closed the Special General Meeting with a Karakia at 10:39 AM.

4 - AGM - Welcome

The Annual General Meeting of Complex Chronic Illness Support Incorporated was opened by Fiona Charlton at 10:39 AM with a Karakia. Fiona welcomed everyone and thanked them for being present.

Nau mai, Haere mai. Hello and welcome everyone. Nga mihi / thank you for being here. I will begin our meeting with karakia:

*Puritia mai rā te tika hei korero
Puritia mai rā te pono hei wananga
Puritia mai ra te aroha hei awhina I te ngakau
A tangata
Kia tu, kia atea, kia marama
Hui E, Taiki e.
Allow the truth of the mind to speak freely
Allow the truth of the heart to learn
Allow the love of humanity to be open to opportunities
So as to stand unencumbered and with clarity, let us be one
We have united in conscious thoughts.*

5 - Take a moment

A moment of silence was observed in respect of members who have passed away since the last AGM. Miranda read out the names of Teresa O'Reilly, Colin McLeod, Jean Scoullar, and Linda Derrick.

6 - Attendance

Board members present were Therese Jeffs, Bronwyn McRostie, David Harris, Alan Withy, Peter Gregory, and Fiona Charlton.

The members and non-members present were noted, a list of members/guests is at the end of the document.

7 - Apologies

No apologies were received.

8 - Minutes of the 2024 AGM

The minutes of the 2024 AGM were circulated and accepted unanimously.

Fiona proposed the minutes be accepted and Alan Withy seconded the motion. The minutes were moved as true and correct.

9 - Financial Report

Bronwyn McRostie reported a deficit for the year due to challenges in securing funding. Many charities are competing for limited funds. Costs were managed carefully, and reserves remain stable. Bronwyn expressed confidence that funding efforts will improve in the coming year.

Bronwyn proposed that the Treasurer's report to be accepted and it was seconded by Fiona. It was accepted unanimously.

10 - Presidents Report

Our CEO Miranda Whitwell has produced an excellent, quality Annual Report again this year which has been provided to you via email with links to the document on our website. Please do take the time to read through this document. Thank you to Miranda for producing this content for us, some of which I will highlight today as we reflect on the organisation's achievements in the year since our last AGM.

We have continued the year of consolidation to strengthen existing services and ensure continuity of care of our core support. The care Kete has been delivered to 56 very severe members, and frozen meals to 60 members. We launched the online Support Persons hub for carers of the chronically ill, an important initiative to provide resources, connection, and support to those caring for their loved ones, and we are pleased that 140 people have utilised this initiative. We also released a school information pack to help parents, teachers, and staff to understand, alongside their chronically ill young person, how to effectively manage schooling, university and their conditions.

The need for our services is greater than ever, with increasing numbers of people living with Long COVID, or Post COVID ME/CFS. And so we also continue to advocate for government agencies to understand the need, and change policy and practice accordingly. This has included collective submissions to the Health & Disability Commissioner review, the Disability Support Services consultation, and taxation for the non-profit sector. We delivered important medical education and awareness presentations to Te Whatu Ora, MSD regional health and disability advisors.

We continue with a strong team who make all this possible. Caring professionals who want to make a difference in the lives of those faced with complex chronic illness. Although we have had a change in some staff, the processes and practices in place mean that the high-quality support remains. We welcome Saya to the Waikato and Rowan as our new administrator and first point of contact for members and the public. We also celebrate Luisa graduating as a Health Psychologist. We continue to welcome student counsellors and health psychology interns who gain experience with us before they complete their qualifications and enable a well-rounded support system for members. Beverly joined us as our grant writer, which is a vital role to enable funding and sustainability. Bronwyn, our Treasurer, and Miranda, our CEO, account for every cent needed and used to provide these crucial support services. We continue to be blessed to have dedicated volunteers who act as regional support group coordinators, provide welfare checks, and generate content for social media, as well as manage our private Facebook group. A special shout out to Kaye for her contribution to our online content. Miranda continues to keep everything running smoothly, including a lot of additional hours this year to cover administrative duties. She is an unsung hero, and the cornerstone of our organisation. What you see of the organisation today is due to her professionalism, insights, experience, enthusiasm, and drive to make the world a better place, by supporting one person at a time. I enjoy being able to support Miranda where I can, whether it's dusting off my marketing skills for content, or participating in the

recruitment process for staff. The Executive Committee, although smaller than last year with Sally and Kirby-Lee leaving, welcomes Peter to the leadership team. We all contribute to the governance of the organisation, providing that insight and support for the organisation.

So, to all involved with CCI Support, I thank you for your dedication, passion, and persistence in being part of a truly vital team. To our members, thank you for choosing to share your journey with us. We are here for you and want to ensure you receive the best possible support from us. We welcome feedback from you. We look forward to continuing to support all those affected by these complex chronic illnesses.

Fiona moved that her report be accepted and Alan Withy spoke, seconding to receive the report with profound thanks. It was carried unanimously.

11 - Election of Board Members

Peter introduced himself to the members providing a short bio of his professional and personal experience with complex chronic illnesses. Fiona reiterated that he will make a great addition to the Board drawing on this expertise and knowledge.

Peter Gregory was co-opted to the Board last month and stood for election today. Fiona Charlton nominated Peter, and Bronwyn seconded.

Peter verbally confirmed his acceptance of the nomination and that he is not disqualified from being an officer as per the Incorporated Societies Act rules.

The vote was taken, and all members voted in favour of Peter being elected as an officer of the Board. The motion was passed unanimously. Peter Gregory was welcomed to the Board.

12 - Subscriptions for 2026/2027

The current subscription for membership is \$45 per annum, with an additional \$22.50 per annum for each family member, with the opportunity to apply for hardship grants. This membership fee accounts for roughly 10% of the actual cost per person. The value members receive is approximately \$450 per year per person. The organisation relies heavily on grants to sustain itself and is looking at alternative revenue streams to offset costs. Although the membership fee will remain unchanged for 2026, there may be an increase in the following financial year, alongside introducing small fees for specific services beyond core ones. Much discussion was held about having tiered subscription options. The proposal to keep fees at the current level for 2026 was recommended and passed unanimously.

13 - Appointment of an Auditor

Laura Addinall stepped down during the year, and Burty Bedeux carried out the most recent financial review. The organisation thanked Laura for her many years as the reviewer and Burty for stepping in for the most recent review. As a Tier 3 Incorporated Society with expenses under the threshold for requiring an audit or review, no auditor will be appointed for the coming financial year. The Treasurer Bronwyn, the CEO, and the President will continue to oversee daily expenditure, with

governance oversight bi-monthly. The annual filings will be sighted by a volunteer accountant.

14 - Appointment of an honorary Solicitor

Sue Henderson was thanked for her years in the role of honorary solicitor. Dong Wang was confirmed as willing to step into the role for the coming year. The motion was proposed, seconded, and carried unanimously.

15 - Closure of the Meeting.

Fiona Charlton offered members the opportunity to ask any questions they might have. No additional matters were raised. Fiona then concluded the annual general meeting for 2025, thanking the guests present and welcoming Peter Gregory to the Board and the organisation. The meeting was closed with a karakia:

Kia whakairia te tapu
Kia wātea ai te ara
Kia turuki whakataha ai
Haumi e. Hui E, Tāiki E.

Restrictions are moved aside.
So the pathway is clear.
To return to everyday activities.

The meeting was officially closed at 11:12 AM.

16 - Dr. Ros Vallings

Dr. Ros Vallings presented on the current research occurring in the ME/CFS field. Dr. Vallings, a well-known name in the field, has dedicated most of her career as a GP to patients with ME/CFS and related conditions. She has been a clinical researcher and is co-author of the IACFS/ME physician's primer. Dr. Vallings has participated in the international group which produced the Canadian and International Consensus definitions of ME/CFS. Currently, Dr. Vallings is involved in writing a paediatric primer. She is also the medical advisor for CCI Support and ANZMES, the national advisory on ME/CFS. The presentation was well-received by the attendees.

17 – Attendees at the SGM and AGM

Fiona Charlton	
Bronwyn McRostie	
David Harris	
Alan Withy	
Therese Jeffs	
Peter Gregory	
Miranda Whitwell	
Aaron B	Karina O
Amanda H	Katie B
Amarjit S	Kaye D
Andrea B	Kelly R
Angela L	Keren Amy T
Anna S	Kirsty M
Caroline M	Laura M
Casey H	Laura T
Catherine A	Maggie Z
Catherine R	Meg K
Cathy H	Mel N
Christine B	Melissa W
Claire B	Phoebe E
Clare M	Rachel G
Denise H	Rebecca E
Deval P	Rona D
Dot S	Ros V
Elizabeth R	Rose S
Ellie G	Smyth B
Graeme A	Sophie W
Hannah B	Steve N
Hannah K	Tania M
Hellie H	Tess P
Irina S	Tessa V
Isabel F	Tina T
Jean N	Tracey D
Jenny M	Trish B
Jessica P	Wendy M
Joy B	Yvonne S
Juergen M	Zoe G
Julie M	